

PERMIT PROVISIONS

1. Permittee shall not state, imply or otherwise suggest that any activity approved under this permit is sanctioned or endorsed by the State of Hawaii.
2. Permittee assumes the responsibility for any orderly assembly and use of facilities and will be responsible for any damages done in connection with the activity. Areas will be left clean and all litter created by the group will be collected and removed from the area. In case of damages or cleanup not to the satisfaction of the Department of Accounting and General Services, the Department will bill the responsible person to correct deficiencies.
3. The Permittee shall at all times with respect to its activities and use of the facilities, use due care for public safety and shall defend and hold harmless and indemnify the Department, its officers, agents, and employees from and against all claims and demands for damages including claims for property damage, bodily injuries or death arising from, growing out of or caused by any act of omission on the part of the Permittee, its officers, agents or employees in connection with the privileges granted herein.

Permittee further assures the State that all activities are in full compliance with the laws, rules and regulations of the State of Hawaii and the City and County of Honolulu.

4. Signs/posters must be handheld, cannot be attached to any part of the building; no burning of any kind permitted; noise should be kept down and activity shall cease if it interferes with the Legislative session/public service.
5. Food and other refreshments shall not be prepared or served on the Capitol Rotunda level.
6. Permittee shall provide all necessary equipment and personnel. The issuance of this permit does not obligate the State in any way to provide these services.
7. Public will not be barred from any activities approved under this permit.
8. Other provisions:

DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES

Adoption of Chapter 111

Hawaii Administrative Rules

November 21, 1997

SUMMARY

Chapter 111 of Title 3, Subtitle 10, Hawaii Administrative Rules, entitled "State Facilities and Grounds", is adopted.

§3-111-26

§3-111-23 Solicitation, sales, and debt collecting. Soliciting, the sale of gifts, money, goods, or services, and the collection of private debts, are prohibited except pursuant to:

- (1) Section 3-111-24;
- (2) A concession, lease, or contract issued by the State; or
- (3) A permit issued by the Comptroller. [Eff **JAN 05 1998**] (Auth: HRS §26-6) (Imp: HRS §26-6)

§3—111—24 Sale or distribution of literature.

(a) The sale or distribution of literature is allowed. However, the use of a portable table or chair to sell or distribute literature, in sizes and numbers acceptable to the Comptroller, is allowed only if a permit for such use has been issued by the Comptroller pursuant to section 3-111-26. No other structure or equipment including, but not limited to, display mats, tents, canopies, podiums, or platforms, shall be used to sell or distribute literature. [Eff **JAN 05 1998**] (Auth: HRS §26-6) (Imp: HRS §26-6)

§3-111-25 Public assemblies and meetings. Public assemblies, meetings, gatherings, demonstrations, parades, and other such events, resulting in assemblies of twenty-five or more individuals are allowed, provided a permit for such event has been issued by the Comptroller pursuant to section 3-111-26. [Eff **JAN 05 1998**] (Auth: HRS §26-6) (Imp: HRS §26-6)

§3-111-26 Permit process. (a) Applications for permits shall be submitted in writing to the Comptroller at least fourteen business days prior to the date of the activity. An application for a permit shall set forth the name of the applicant, date, time, duration, nature, and location of the proposed activity, an estimate of the number of persons expected to attend, a statement of equipment or facilities to be used and any other information required by the permit application form.

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- (b) Permits will be granted on proper application unless:
- (1) The proposed activity would impede or disturb state employees in the performance of their duties, or the general public from obtaining the public services available at that facility;
 - (2) Cause damage or injury to the facility;
 - (3) A prior application for a permit for the same time and place has been made that has been granted and the activities authorized by that permit do not reasonably allow multiple occupancy of that particular location; or
 - (4) It reasonably appears that the event presents a clear and present danger to the public health or safety.
- (c) If a permit is denied, the applicant shall be informed in writing, with the reason(s) for the denial set forth.
- (d) Permits may contain such other terms and conditions as are reasonably consistent with the interest of public safety, protection of the facility and other property, and intended use of the facility, including but not limited to, limitations on equipment to be used and the time and place of the event, and requirements for liability insurance and security.
- Should the number of applications for a permit exceed the available area for a particular location and time, the comptroller reserves the right to allocate spaces for which permit applications were received in the Comptroller's sole discretion, on the basis of a shared use concept.
- (e) A permit may be revoked for any of the conditions set forth in subsection (b) above that constitute grounds for the denial of a permit, or if the Comptroller deems that the permittee has violated these rules or any of the terms and conditions of the permit. Such revocation shall be made in writing, with the reasons(s) for the revocation set forth, except that under emergency circumstances, when an immediate verbal revocation or suspension of the permit may be made, to be followed by written confirmation within seventy-two hours.

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- (f) Permittees shall display a copy of the approved application in plain view during the activity at the permitted location.

[Eff **JAN 05 1998**] (Auth: HRS §26-6) (Imp: HRS §26-6)

§3-111-27 Enforcement. Any person violating any provision of this chapter shall be removed from the facility and subject to fines and criminal penalties as provided by law. [Eff **JAN 05 1998**] (Auth: HRS §26-6) (Imp: HRS §26-6)